

State: MISSOURI

# **STATE PLAN FOR INDEPENDENT LIVING (SPIIL)**

## **Chapter 1, Title VII of the Rehabilitation Act of 1973, as Amended**

### **STATE INDEPENDENT LIVING SERVICES (SILS) PROGRAM PART B**

### **CENTERS FOR INDEPENDENT LIVING (CIL) PROGRAM PART C**

**FISCAL YEARS 2017-2020**

Effective Date: October 1, 2016

OMB NUMBER: 1820-0527

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## **PART I: Assurances**

State of: Missouri

### **Section 1: Legal Basis and Certifications**

1.1 The designated State entity (DSE) eligible to submit the State Plan for Independent Living (SPIL or the plan) and authorized under State law to perform the functions of the State under the State Independent Living Services (SILS) and Centers for Independent Living (CIL) programs is Office of Adult Learning and Rehabilitation Services (OALRS). *34 CFR 76.104(a)(1) and (2); 34 CFR 364.22(a)*

1.2 The separate State agency eligible to submit the plan and authorized under State law to provide vocational rehabilitation (VR) services to individuals who are blind is Missouri Rehabilitation Services For The Blind. *34 CFR 76.104(a)(1) and (2); 34 CFR 364.20(d) and 364.22(c)*

1.3 The Statewide Independent Living Council (SILC) that meets the requirements of section 705 of the Act and is authorized to perform the functions outlined in section 705(c) of the Act in the State is the Missouri Statewide Independent Living Council (MOSILC). *34 CFR 364.21(a)*

1.4 The DSE and, if applicable, the separate State agency authorized to provide VR services to individuals who are blind, and the SILC are authorized to jointly develop, sign and submit this SPIL on behalf of the State, and have adopted or otherwise formally approved the SPIL. *34 CFR 76.104(a)(7); 34 CFR 364.20(c) and (d)*

1.5 The DSE, and, if applicable, the separate State agency authorized to provide VR services to individuals who are blind, may legally carry out each provision of the plan and will comply with all applicable Federal statutes and regulations in effect with respect to the three-year period it receives funding under the SPIL. *34 CFR 76.104; 34 CFR 80.11(c)*

1.6 The SPIL is the basis for State operation and administration of the program. All provisions of the SPIL are consistent with State law. *34 CFR 76.104(a)(4) and (8)*

1.7 The representative of the DSE and, if applicable, of the separate State agency authorized to provide VR services to individuals who are blind, who has the authority under State law to receive, hold, and disburse Federal funds made available under the SPIL and to submit the SPIL jointly with the SILC chairperson is Timothy Gaines, Assistant Commissioner OALRS and Keith Roderick, Deputy Director, RSB. *34 CFR 76.104(a)(5) and (6)*

### **Section 2: SPIL Development**

2.1 The plan shall be reviewed and revised not less than once every three years, to ensure the existence of appropriate planning, financial support and coordination, and other assistance to appropriately address, on a statewide and comprehensive basis, the needs in the State for:

- The provision of State independent living services;
- The development and support of a statewide network of centers for independent living; and
- Working relationships between programs providing independent living services and independent living centers, the vocational rehabilitation program established under title I, and other programs providing services for individuals with disabilities. *34 CFR 364.20(f)*

2.2 The DSE and SILC conduct public meetings to provide all segments of the public, including interested groups, organizations and individuals, an opportunity to comment on the State plan prior to its submission to the Commissioner and on any revisions to the approved State plan. *34 CFR 364.20(g)(1)*

2.3 The DSE and SILC establish and maintain a written description of procedures for conducting public meetings in accordance with the following requirements. The DSE and SILC shall provide:

- appropriate and sufficient notice of the public meetings (that is, at least 30 days prior to the public meeting through various media available to the general public, such as newspapers and public service announcements, and through specific contacts with appropriate constituency groups and organizations identified by the DSE and SILC);
- reasonable accommodation to individuals with disabilities who rely on alternative modes of communication in the conduct of the public meetings, including providing sign language interpreters and audio-loops; and
- public meeting notices, written material provided prior to or at the public meetings, and the approved State plan in accessible formats for individuals who rely on alternative modes of communication. *34 CFR 364.20(g)(2)*

2.4 At the public meetings to develop the State plan, the DSE and SILC identify those provisions in the SPIL that are State-imposed requirements beyond what would be required to comply with the regulations in 34 CFR parts 364, 365, 366, and 367. *34 CFR 364.20(h)*

2.5 The DSE will seek to incorporate into, and describe in, the State plan any new methods or approaches for the provision of IL services to older individuals who are blind that are developed under a project funded under chapter 2 of title VII of the Act and that the DSU determines to be effective. *34 CFR 364.28*

2.6 The DSE and SILC actively consult, as appropriate, in the development of the State plan with the director of the Client Assistance Program (CAP) authorized under section 112 of the Act. *34 CFR 364.20(e)*

### **Section 3: Independent Living Services**

3.1 The State, directly or through grants or contracts, will provide IL services with Federal, State, or other funds. *34 CFR 364.43(b)*

3.2 Independent living services shall be provided to individuals with significant disabilities in accordance with an independent living plan mutually agreed upon by an appropriate staff member of the service provider and the individual, unless the individual signs a waiver stating that such a plan is unnecessary. *34 CFR 364.43(c)*

3.3 All service providers will use formats that are accessible to notify individuals seeking or receiving IL services under chapter 1 of title VII about:

- the availability of the CAP authorized by section 112 of the Act;
- the purposes of the services provided under the CAP; and
- how to contact the CAP. *34 CFR 364.30*

3.4 Participating service providers meet all applicable State licensure or certification requirements. *34 CFR 365.31(c)*

### **Section 4: Eligibility**

4.1 Any individual with a significant disability, as defined in 34 CFR 364.4(b), is eligible for IL services under the SILS and CIL programs authorized under chapter 1 of title VII of the Act. Any individual may seek information about IL services under these programs and request referral to other services and programs for individuals with significant disabilities, as appropriate. The determination of an individual's eligibility for IL services under the SILS and CIL programs meets the requirements of 34 CFR 364.51. *34 CFR 364.40(a), (b) and (c)*

4.2 Service providers apply eligibility requirements without regard to age, color, creed, gender, national origin, race, religion or type of significant disability of the individual applying for IL services. *34 CFR 364.41(a)*

4.3 Service providers do not impose any State or local residence requirement that excludes any individual who is present in the State and who is otherwise eligible for IL services from receiving IL services. *34 CFR 364.41(b)*

### **Section 5: Staffing Requirements**

5.1 Service provider staff includes personnel who are specialists in the development and provision of IL services and in the development and support of centers. *34 CFR 364.23(a)*

5.2 To the maximum extent feasible, a service provider makes available personnel able to communicate:

- with individuals with significant disabilities who rely on alternative modes of communication, such as manual communication, nonverbal communication devices, Braille or audio tapes, and who apply for or receive IL services under title VII of the Act; and
- in the native languages of individuals with significant disabilities whose English proficiency is limited and who apply for or receive IL services under title VII of the Act. *34 CFR 364.23(b)*

5.3 Service providers establish and maintain a program of staff development for all classes of positions involved in providing IL services and, if appropriate, in administering the CIL program. The staff development programs emphasize improving the skills of staff directly responsible for the provision of IL services, including knowledge of and practice in the IL philosophy. *34 CFR 364.24*

5.4 All recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will take affirmative action to employ and advance in employment qualified individuals with significant disabilities on the same terms and conditions required with respect to the employment of individuals with disabilities under section 503 of the Act. *34 CFR 364.31*

## **Section 6: Fiscal Control and Fund Accounting**

6.1 All recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will comply with applicable EDGAR fiscal and accounting requirements and will adopt those fiscal control and fund accounting procedures as may be necessary to ensure the proper disbursement of and accounting for those funds. *34 CFR 364.34*

## **Section 7: Recordkeeping, Access and Reporting**

7.1 In addition to complying with applicable EDGAR recordkeeping requirements, all recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will maintain records that fully disclose and document:

- the amount and disposition by the recipient of that financial assistance;
- The total cost of the project or undertaking in connection with which the financial assistance is given or used;
- the amount of that portion of the cost of the project or undertaking supplied by other sources;
- compliance with the requirements of chapter 1 of title VII of the Act and Part 364 of the regulations; and
- other information that the Commissioner determines to be appropriate to facilitate an effective audit. *34 CFR 364.35(a) and (b)*

7.2 With respect to the records that are required by *34 CFR 364.35*, all recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will submit reports that the Commissioner determines to be appropriate. *34 CFR 364.36*

7.3 All recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will provide access to the Commissioner and the Comptroller General, or any of their duly

authorized representatives, to the records listed in 34 CFR 364.37 for the purpose of conducting audits, examinations, and compliance reviews. *34 CFR 364.37*

## **Section 8: Protection, Use, and Release of Personal Information**

8.1 Each service provider will adopt and implement policies and procedures to safeguard the confidentiality of all personal information, including photographs and lists of names in accordance with the requirements of 34 CFR 364.56(a)(1-6). *34 CFR 364.56(a)*

## **Section 9: Signatures**

After having carefully reviewed all of the assurances in sections 1 - 8 of this SPIL, the undersigned hereby affirm that the State of Missouri is in compliance and will remain in compliance with the aforementioned assurances during 2017-2019.

The effective date of this SPIL is October 1, 2016.

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SIGNATURE OF SILC CHAIRPERSON	DATE
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Robert Honan

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NAME OF SILC CHAIRPERSON

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SIGNATURE OF DSE DIRECTOR	DATE
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Timothy Gaines, Assistant Commissioner

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NAME AND TITLE OF DSE DIRECTOR

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SIGNATURE OF DIRECTOR OF THE SEPARATE DATE STATE AGENCY FOR INDIVIDUALS WHO ARE BLIND
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Keith Roderick, Deputy Director

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NAME AND TITLE OF THE DIRECTOR OF THE SEPARATE  
STATE AGENCY FOR INDIVIDUALS WHO ARE BLIND

State of: Missouri

## **Part II: Narrative**

### **Section 1: Goals, Objectives and Activities**

#### **1.1 Goals and Mission – 34 CFR 364.42(b)(1)**

*Describe the overall goals and mission of the State's IL programs and services. The SPIL must address the goals and mission of both the SILS and the CIL programs, including those of the State agency for individuals who are blind as they relate to the parts of the SPIL administered by that agency.*

**Mission Statement: Individuals with disabilities in Missouri live independently and participate as they choose in the community.**

**Goal 1. Increase economic self-sufficiency of people with disabilities**

**Goal 2. Increase independence**

**Goal 3. Increase emergency preparedness for people with disabilities**

**Goal 4. Increase the capacity of the Missouri Statewide Independent Living Council**

#### **1.2 Objectives – 34 CFR 364.42(a)(1) and (d); 34 CFR 364.32; 34 CFR 364.33**

*1.2A Specify the objectives to be achieved and the time frame for achieving them.*  
Time Frame: October 1, 2016 through September 30, 2019

**Goal 1. Increase economic self-sufficiency of people with disabilities**

**Objective 1.1: Increase employment opportunities for people with disabilities**

Action Step 1.1.1: Advocate for work incentives with employers, public partners and policy makers

Action Step 1.1.2: Provide education on available work incentives

Action Step 1.1.3: Increase utilization of work incentives

Action Step 1.1.4: Increase employability of people with disabilities

**Objective 1.2: Increase financial assets**

Action Step 1.2.1: Advocate for increased asset limits

Action Step 1.2.2: Provide Independent Living skills training to increase financial literacy



## **Goal 2. Increase independence**

### **Objective 2.1: Increase the influence of people with disabilities in the community**

Action Step 2.1.1: Build and expand community partnerships

Action Step 2.1.2: Provide leadership and self-advocacy skills training to people with disabilities

### **Objective 2.2: Promote an inclusive community**

Action Step 2.2.1: Promote Universal Design in public and private facilities

Action Step 2.2.2: Advocate for the enforcement of policies and regulations that support people with disabilities

Action Step 2.2.3: Advocate for accessible/affordable housing

Action Step 2.2.4: Advocate for accessible/affordable transportation

### **Objective 2.3: Impact Public Policy to support people with disabilities**

Action Step 2.3.1: Increase the number of people with disabilities who vote

Action Step 2.3.2: Increase the number of people with disabilities in public policy roles

Action Step 2.3.3: Increase the number of people with disabilities and partners participating in the legislative process

Action Step 2.3.4: Advocate for policies and programs that support the Independent Living philosophy

## **Goal 3. Increase emergency preparedness for people with disabilities**

### **Objective 3.1: Ensure access to disability specific emergency planning and preparedness resources**

Action Step 3.1.1: Identify and/or implement materials in various formats to develop an organizational emergency plan to ensure that staff members and volunteers are fully prepared to facilitate communication in the event of an emergency.

Action Step 3.1.2: Identify and/or implement materials in various formats for use by Centers for Independent Living or other service providers to educate people with disabilities about being prepared in a disaster.

### **Objective 3.2: Missouri Statewide Independent Living Council and its Emergency Management Committee build disability inclusion into all aspects of emergency management through partnerships with local, state, and federal emergency management.**

Action Step 3.2.1: Locate or develop an annual work plan to distribute to the Centers for Independent Living that collaborates with federal, state, and local agencies to coordinate, educate, and conduct outreach efforts regarding emergency preparedness.

Action Step 3.2.2: Ensure that the State Emergency Preparedness Plan is inclusive of people with disabilities by becoming actively involved in local and state emergency management.

Action Step 3.2.3: Provide disability-related input to the State Emergency Management Agency and to other county or local governmental and non-governmental agencies responsible for emergency preparedness and response.

Action Step 3.2.4: To promote independent living participation in local and state emergency planning, preparedness, and response activities.

#### **Goal 4. Increase the capacity of the Missouri Statewide Independent Living Council**

##### **Objective 4.1: Identify resources needed to fulfill the expanded role of the Missouri Statewide Independent Living Council**

Action Step 4.1.1: During year 1 and 2 of the SPIL the SILC conducted a search for and hired an executive director. Year 3 and 4, the SILC will search for and develop financial resources that provide for the MOSILC Executive Director to hire staff to facilitate the operations of the Statewide Independent Living Council to foster the Council's continued collaboration with Centers for Independent Living and the Designated State Entity.

Action Step 4.1.2: Develop and implement an annual resource/action plan.

*1.2B Describe the steps planned regarding outreach to populations in the State that are unserved or underserved by programs under title VII, including minority groups and urban and rural populations.*

*This section of the SPIL must:*

*– Identify the populations to be designated for targeted outreach efforts;*

The Missouri unserved or underserved Independent Living populations targeted for outreach efforts include youths with disabilities, veterans, senior citizens, the mental health community and minority groups as determined by the region or community.

*– Identify the geographic areas (i.e., communities) in which the targeted populations reside;*

The populations indicated above are located throughout Missouri. The twenty-two CILs in Missouri serve every county and city in Missouri where the targeted populations reside.

*– Describe how the needs of individuals with significant disabilities from minority group backgrounds will be addressed.*

1. CIL staff will maintain contact with local community partners that are minority focused to educate on CIL services and encourage referrals.

2. CIL staff will collaborate with youth and family focused organizations, e.g. the youth mentoring service provider, Special Ed Coops, schools, etc. to increase independent living opportunities to young people with disabilities.
3. CILs may participate in the Missouri Vocational Rehabilitation Pre-employment Transition Services summer program for transition students which allow them to explore employment opportunities.
4. CILs as cross disability organizations will maintain contact with appropriate community organizations specific to outreach to the mental health community, veterans, senior citizens and the community of persons who are blind or visually impaired.

1.3 Financial Plan – 34 CFR 364.42(a)(2) and (3); 34 CFR 364.29

*Describe in sections 1.3A and 1.3B, below, the financial plan for the use of Federal and non-Federal funds to meet the SPIL objectives.*

*1.3A Financial Plan Tables*

*Complete the financial plan tables covering years 1, 2 and 3 of this SPIL. For each funding source, provide estimated dollar amounts anticipated for the applicable uses. The financial plan table should include only those funding sources and amounts that are intended to support one or more of the objectives identified in section 1.2 of the SPIL. To the extent possible, the tables and narratives must reflect the applicable financial information from centers for independent living. Refer to the SPIL Instructions for additional information about completing the financial tables and narratives.*

*– Insert additional rows for the specific funding sources and amounts expected within the categories of Other Federal Funds and Non-Federal Funds.*

**Year 1 - Approximate Funding Amounts and Uses FFY2017**

<b>Sources</b>	<b>SILC Resource Plan</b>	<b>IL Services</b>	<b>General CIL Operations</b>	<b>Other SPIL Activities</b>
Title VII Funds - Chapter 1, Part B	\$9,898 RSB \$25,000 OALRS	\$43,458	\$206,900	
Title VII Funds - Chapter 1, Part C			\$1,200,000	
Title VII Funds - Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective)		\$640,435		

Other Federal Funds - Sec. 101(a)(18) of the Act (Innovation and Expansion)				
Other Federal Funds - Other				
Non-Federal Funds -State Funds			\$4,800,000	
Non-Federal Funds - Other				

**Year 2 - Approximate Funding Amounts and Uses FFY18**

<b>Sources</b>	<b>SILC Resource Plan</b>	<b>IL Services</b>	<b>General CIL Operations</b>	<b>Other SPIL Activities</b>
Title VII Funds - Chapter 1, Part B	\$50,918	\$43,458	\$206,900	
Title VII Funds - Chapter 1, Part C			\$1,200,000	
Title VII Funds - Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective)		\$640,435		
Other Federal Funds - Sec. 101(a)(18) of the Act (Innovation and Expansion)	\$36,327			
Other Federal Funds - Other				
Non-Federal Funds -State Funds			\$2,400,000	
Non-Federal Funds - Other				

**Year 3 - Approximate Funding Amounts and Uses FFY19**

<b>Sources</b>	<b>SILC Resource Plan</b>	<b>IL Services</b>	<b>General CIL Operations</b>	<b>Other SPIL Activities</b>
Title VII Funds - Chapter 1, Part B	\$51,000	\$43,458	\$206,900	
Title VII Funds - Chapter 1, Part C			\$1,200,000	
Title VII Funds - Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective)		\$640,435		
Other Federal Funds - Sec. 101(a)(18) of the Act (Innovation and Expansion)	\$58,000			
Other Federal Funds - Other				
Non-Federal Funds -State Funds			\$4180000	
Non-Federal Funds - Other				

**Year 4 - Approximate Funding Amounts and Uses FFY20**

<b>Sources</b>	<b>SILC Resource Plan</b>	<b>IL Services</b>	<b>General CIL Operations</b>	<b>Other SPIL Activities</b>
Title VII Funds - Chapter 1, Part B	51,000	\$43,458	\$206,900	
Title VII Funds - Chapter 1, Part C			\$1,200,000	
Title VII Funds - Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective)		\$640,435		

Other Federal Funds - Sec. 101(a)(18) of the Act (Innovation and Expansion)		58,000			
Other Federal Funds - Other					
Non-Federal Funds -State Funds				\$4,180,000	
Non-Federal Funds - Other					

### *1.3B Financial Plan Narratives*

*1.3B(1) Specify how the part B, part C and chapter 2 (Older Blind) funds, if applicable, will further the SPIL objectives.*

All title 7 Part B, Part C, and Chapter 2 funds will support SPIL objectives as outlined in Section 1.4a. Any training referenced in the Objectives will be funded outside of Part B and Part C funds.

*1.3B(2) Describe efforts to coordinate Federal and State funding for centers and IL services, including the amounts, sources and purposes of the funding to be coordinated.*

The twenty-two CILs in Missouri are funded with a combination of state and federal funds. Missouri IL receives approximately \$1,200,000 Part C funds and \$300,000 in Part B funds \$25,000 of which is used to support the SILC in year one and approximately \$50,000 each in years two and three, \$207,000 to CILs in grants, \$30,000 to RSB for IL services each year, with the remainder used to support DSE administrative IL expenses. State funding of approximately \$4.8 million will be distributed to CILs in year one and year three with only \$2.4 million available in year two. Thirteen receive state funding only, while the remaining nine are funded with both state and federal funds through Part B or C. This funding is used to provide independent living services to individuals with significant disabilities and to support the general operation of centers. As a 722 state, Part C funds are disbursed directly to the four CILs receiving Part C funding while the Part B and state funds are disbursed through state grants to the twenty-two CILs.

Through an MOU, a portion of the Chapter 1, Part B monies are spent to directly provide through Rehabilitation Services for the Blind (RSB) staff independent living services to individuals who are blind and visually-impaired.

Five staff members of the MVR are assigned partial duties related to activities as defined in Chapter 1 of the Rehabilitation Act as Amended. The staff provides monitoring, guidance and training to the CILs. The SILC hired an Executive Director during year two of the plan to provide administrative duties for the operation of the council.

*1.3B(3) Describe any in-kind resources including plant, equipment or services to be provided in support of the SILC resource plan, IL services, general CIL operations and/or other SPIL objectives.*

N/A

*1.3B(4) Provide any additional information about the financial plan, as appropriate.*

N/A

*1.4 Compatibility with Chapter 1 of Title VII and the CIL Work Plans – 34 CFR 364.42(c) and (e)*

*1.4A Describe how the SPIL objectives are consistent with and further the purpose of chapter 1 of title VII of the Act as stated in section 701 of the Act and 34 CFR 364.2.*

There will be continuous collaboration in Missouri between the SILC, CILs, and the DSEs to work together in the development of statewide trainings. The CILs will maximize the knowledge of policy makers and officials on the needs of individuals with disabilities. The CILs will maximize integration of individuals with disabilities into mainstream society through the enhancement of the IL philosophy. CILs will work to ensure that IL providers outside of the CILs have knowledge of the five core services in order to provide a responsive network of supports and services to meet the needs of individuals with disabilities.

*1.4B Describe how, in developing the SPIL objectives, the DSU and the SILC considered and incorporated, where appropriate, the priorities and objectives established by centers for independent living under section 725(c)(4) of the Act.*

Each of the twenty-two CILs in Missouri solicited public input from consumers and interested persons about their priorities for the SPIL. The SILC used two statewide online surveys for feedback on SPIL priorities and community needs assessments. The SILC website is used to disseminate information, post meeting notices, and to solicit public comment.

A SPIL development workgroup used the data from the public input and surveys and held a two-day writing session with representatives from the SILC and eighteen of twenty-two CIL Executive Directors to draft the goals and objectives of the SPIL that meet the priorities established by the CILs.

*1.5 Cooperation, Coordination, and Working Relationships Among Various Entities – 34 CFR 364.26*

*Describe the steps that will be taken to maximize the cooperation, coordination and working relationships among the SILS program, the SILC, and centers; the DSU, other State agencies represented on the SILC and other councils that address the needs of specific disability populations and issues; and other public and private entities determined to be appropriate by the SILC.*

- *The description must identify the entities with which the DSU and the SILC will cooperate and coordinate.*

The SILC promotes inclusion of all CILs in Missouri in SILC activities. The SILC will actively include CIL and DSE staff in SILC committee activities to collaborate in the achievement of SPIL objectives. The SILC and its committees are continuously involved in collaboration and networking with all of the CILs as outlined.

SILC Working Relationships – the following provides a list of agencies and councils that the SILC has had a significant working relationship with in the past three years. This list is not inclusive of every entity that the SILC may work with during the reporting period.

- Governor’s Council on Disability
- Senate Bill 40 boards
- State Rehabilitation Council
- Missouri Commission for the Deaf and Hard of Hearing
- Missouri Assistive Technology
- Missouri Council of the Blind
- Missouri Developmental Disabilities
- National Council on Independent Living (NCIL)
- Association of Programs of Rural Independent Living (APRIL)
- SILC Congress
- Congress on Disability
- Missouri Department of Health and Senior Services
- Legislative Education Project
- Grass Roots Organizing (GRO)
- Local Education Agency (LEA)
- Center for Universal Design
- Regional Transition Networks
- Starkloff Institute
- Youth Leadership Forum
- Missouri Rehabilitation Association (MRA)
- Money Follows the Person Project (MFP)
- State Emergency Management Agency (SEMA)
- Governor’s Faith-based partnership
- Great Plains ADA
- Missouri Association of Workforce Development (MAWD)
- Area Agencies on Aging (AAA)
- Missouri Parents Act (MPACT)
- Access and Functional Needs (AFN)
- Community Rehabilitation Programs (CRP)

#### 1.6 Coordination of Services – 34 CFR 364.27

*Describe how IL services funded under chapter 1 of title VII of the Act will be coordinated with*



*and complement other services to avoid unnecessary duplication with other Federal, State, and local programs, including the OIB program authorized by chapter 2 of title VII of the Act, that provide IL- or VR-related services.*

Missouri has a history of coordination between agencies to ensure awareness of community needs while avoiding duplication of services. Much of the coordination and collaboration occurs at the local level when reviewing the services required in order to meet the needs of individuals in that community.

The following list explains some of the activities within the state to ensure collaboration and coordination:

- CIL employees participate on local boards in their areas such as transportation, ADA, Developmental Disability Councils, emergency management programs, etc.
- MVR employees sit on several of the CIL boards of directors. This helps ensure coordination of services available to consumers at the local level while avoiding duplication.
- CIL, RSB, and MVR staff will continue to provide mutual in-services about available services and referrals in order to collaborate, foster, and avoid duplication of services.
- CIL ILS staff often attends IEP meetings and serve as advocates on behalf of consumers.
- CILs refer individuals to RSB vision centers in their area, while several CILs host services by RSB in their facilities where vision centers are not available.
- AgrAbility staff offices are located in one of the CILs. In addition, MVR has an agricultural specialist on staff to assist with case work or answer related questions from MVR or CIL staff statewide. This same individual sits on the local CIL board. There are examples where MVR, a CIL, and AgrAbility have all worked together to coordinate services on a case to meet the needs of the consumer.
- Disability related groups, the DSEs, and other agencies in the state work well together and as a result of collaboration, Missouri has been able to develop new services for people with disabilities. Money Follows the Person Stake-holders group was created to enhance services for the implementation of the Olmstead Act. This includes state, local, and individuals with disabilities as key members.
- Many SILC members are members of other state councils and disability organizations and through these associations become aware of services provided by other agencies.
- CILs work with the Missouri Department of Social Services to stay informed about services available to consumers such as Food Stamps, Women, Infants and Children (WIC), etc. As vendors of the Consumer Directed Services program in Missouri, they also work to ensure they stay familiar with Medicaid regulations to ensure proper reimbursement filing.

- Partners attend seminars in Missouri, (such as Power-up and the IL summit), each year where various presenters explain options and services available to individuals with disabilities in Missouri.
- The Missouri Office of the Governor's Council on Disability maintains an email listserv which disseminates information on a national, state, and local level. These notices include upcoming trainings, grant opportunities, seminars, legislative updates, etc. By remaining aware of services provided by other agencies, we are able to refer rather than duplicate services already offered.
- Special Education - CILs provide education to parents and students on the IEP process and attend IEP meetings to assure students with disabilities receive needed services.
- Vocational Education - CILs assure that students with disabilities are referred to MVR during the transition process. MVR staff work with students to plan and carry out appropriate transition services.
- Developmental Disability Services - CILs coordinate with their local Developmental Disability Boards to provide services to individuals with developmental disabilities.
- Public Health - CILs do not provide health services but refer individuals with disabilities to their local health departments when appropriate. The CILs coordinate with local public health officials to offer CPR training as well as other health related classes for consumers and other members of the community at the CIL.
- Mental Health - CILs work with local mental health organizations to provide services such as housing, transportation, advocacy, etc. for people with mental illnesses.
- Housing - CILs work with local Action Agencies, apartment managers, landlords, and Habitat for Humanity to prepare housing lists and obtain housing for individuals with disabilities. These lists are maintained on the SILC website.
- Transportation - CILs provide individuals with disabilities information on assessable public transportation. CILs provide or assist with transportation in areas that do not provide public transportation.
- Veteran's Services - CILs refer individuals to local veteran agencies to provide entitled services to disabled veterans.
- Programs under XVIII – XX of the Social Security Act- Centers administer through the Department of Health and Senior Services, Division of Senior and Disability Services the consumer directed services and/or in-home services to provide services to individuals with disabilities.
- CILs administer the Personal Care Assistance (PCA) services to individuals with disabilities in their homes by contracting and acting as vendors for the Consumer Directed Care

(CDS) and In-Home programs through the Missouri Department of Health and Senior Services. These programs are Medicaid funded.

An electronic Transition toolkit has been developed by an ad hoc team comprised of a small representation of individuals from across the state working in Centers for Independent Living (CIL), Local Education Agencies (LEA) and Vocational Rehabilitation (VR). The goal was to create a resource tool to enhance collaboration in transition planning for young adults with disabilities. The toolkit is located on the Missouri Vocational Rehabilitation website with links back to it from other related sites.

Rehabilitation Services for the Blind (RSB) staff in accordance with regulations 34 CFR 365 and 34 CFR 367 and the grant for State Independent Living Services and Independent Living Services for Older Individuals who are Blind will provide, as appropriate, the following Independent Living Services for eligible blind or visually impaired: In addition to the IL core services pursuant to § 365.21(a) with funds received under part B of chapter 1 of title VII and chapter 2 of title VII of the Act: information and referral services; IL skills/alternative techniques training; peer counseling, including cross-disability peer counseling; and Individual and systems advocacy ; RSB also use appropriate funds received to provide other IL services such as: assistive devices/equipment; communication services; family services; orientation and mobility training; recreational services; rehabilitation technology; physical restoration; transportation; other IL services not listed above that may be necessary to substantially improve the ability of an individual with a significant disability to function, continue to function independently in their own environment.

## SCOPE

Services will be provided to individuals in the general community, senior citizen housing projects, residential care facilities, retirement homes, and to those who attend senior citizens functions. As appropriate rehabilitation teaching staff will refer consumers to RSBs vocational rehabilitation program, for services under Chapter 1 Part B, and to the Prevention of Blindness Program.

Services will be delivered on an individual "in-home" basis and through group training sessions as well as through the low vision resource centers. There are 63 low vision centers in 47 counties throughout the State. Nineteen of them are in independent living centers.

Outreach to under-served and un-served minorities will be a part of this effort and included in the scheduled statewide town meetings.

Entities which work with RSB through cooperative agreement, referral, or service delivery as indicated above under scope of services for Part B, Chapter One will be available as applicable to individuals receiving services under the Older Individuals who Are Blind Grant.

### 1.7 Independent Living Services for Individuals who are Older Blind – 34 CFR 364.28

*Describe how the DSU seeks to incorporate into, and describe in, the State plan any new*

*methods or approaches for the provision of IL services to older individuals who are blind that are developed under the Older Individuals who are Blind program and that the DSU determines to be effective.*

There were no new methods or approaches that were developed by the program that were incorporated into the State Plan for Independent Living during the last fiscal year. However, RSB continues to work with the State Independent Living Council and other interested parties on expanding independent living services. The agency's goal is to include services to older individuals who are blind or visually impaired in the expansion. Likewise, the Older Blind Program staff work assiduously on the development and expansion of services in order to make them accessible to the blind or visually impaired seniors of this state. Similarly, OBS staff remains steadfast with our pursuit of partnerships and collaborations with agencies/organizations within the aging network and the disability communities.

Additionally, the OBS staff collaborates with the CILs to educate communities they serve and assist in developing programs in areas that are highly populated with minorities, including people with disabilities.

A priority of the OBS Program along with our partners is to ensure full implementation of the Older Blind Program objectives. These agencies have a collaborative commitment to locate, assist, and/or refer individuals with visual impairments who are in need of vision-related services to our program. Furthermore, there is commitment to locate and assist individuals who are blind or visually impaired who are at risk of going into nursing homes or other facilities but who are able and desirous of remaining in a more integrated community setting. As a result, OBS staff has made great strides since the inception of the program both in the availability of vision-related services to Missouri's seniors and in the education of the general public about their existence.

OBS Program staff work with senior centers, nutrition sites, public libraries, Wolfner Talking Book and Braille Library, independent living centers, Department of Health and Senior Services, and other entities who work with Missouri's seniors to help expand services to the communities they serve. This is accomplished through the low vision resource centers placed at their facilities, town meetings, health fairs, Glaucoma screenings conducted at these locations, and sensitivity trainings that our staff conducts on a regular basis.

All collaborative activities conducted by OBS staff provide the opportunity to share information with other service delivery agencies/organizations and reach seniors who are in need of our services. Each of these efforts is creatively different in its method of delivery, yet they all contribute to the same service delivery goal; that is, to help program participants retain or regain their ability to function independently in their home and/or communities.

## ***Section 2: Scope, Extent, and Arrangements of Services***

### ***2.1 Scope and Extent – 34 CFR 364.42(b)(2)(3); 34 CFR 364.43(b); 34 CFR 364.59(b)***

*2.1A Check the appropriate boxes in the SPIL Instrument table indicating the types of IL services to be provided to meet the objectives identified in section 1.2 of this SPIL, and whether the*

services will be provided by the CILs or by the DSU (directly and/or through contract or grant).

Table 2.1A: Independent living services

	Provided by the DSU (directly)	Provided by the DSU (through contract and/or grant)	Provided by the CILs (Not through DSU contracts/ grants)
<b>Table 2.1A: Independent living services</b>			
Core IL Services - Information and referral	X	X	X
Core IL Services - IL skills training	X	X	X
Core IL Services - Peer counseling	X	X	X
Core IL Services - Individual and systems advocacy	X	X	X
Counseling services, including psychological, psychotherapeutic, and related services	X	X	
Services related to securing housing or shelter, including services related to community group living, and supportive of the purposes of this Act and of the titles of this Act, and adaptive housing services (including appropriate accommodations to and modifications of any space used to serve, or occupied by, individuals with significant disabilities)	X	X	X
Rehabilitation technology	X	X	X
Mobility training	X	X	X
Services and training for individuals with cognitive and sensory disabilities, including life skills training, and interpreter and reader services	X	X	X

<b>Table 2.1A: Independent living services</b>	<b>Provided by the DSU (directly)</b>	<b>Provided by the DSU (through contract and/or grant)</b>	<b>Provided by the CILs (Not through DSU contracts/grants)</b>
Personal assistance services, including attendant care and the training of personnel providing such services	X	X	X
Surveys, directories and other activities to identify appropriate housing, recreation, accessible transportation and other support services	X	X	X
Consumer information programs on rehabilitation and IL services available under this Act, especially for minorities and other individuals with disabilities who have traditionally been unserved or underserved by programs under this Act	X	X	X
Education and training necessary for living in the community and participating in community activities	X	X	X
Supported living	X	X	X
Transportation, including referral and assistance for such transportation	X	X	X
Physical rehabilitation	X	X	X
Therapeutic treatment	X	X	X
Provision of needed prostheses and other appliances and devices	X	X	X
Individual and group social and recreational services	X	X	X
Training to develop skills specifically designed for youths who are individuals with significant disabilities to promote self-awareness and esteem, develop advocacy and self-empowerment skills, and explore career options	X	X	X

<b>Table 2.1A: Independent living services</b>	<b>Provided by the DSU (directly)</b>	<b>Provided by the DSU (through contract and/or grant)</b>	<b>Provided by the CILs (Not through DSU contracts/grants)</b>
Services for children with significant disabilities	X	X	X
Services under other Federal, State, or local programs designed to provide resources, training, counseling, or other assistance of substantial benefit in enhancing the independence, productivity, and quality of life of individuals with significant disabilities	X	X	X
Appropriate preventive services to decrease the need of individuals with significant disabilities for similar services in the future	X	X	X
Community awareness programs to enhance the understanding and integration into society of individuals with disabilities	X	X	X
Other necessary services not inconsistent with the Act	X	X	X

*2.1B Describe any service provision priorities, including types of services or populations, established for meeting the SPIL objectives identified in section 1.2.*

The following programs will continue to be provided: health fairs in underserved areas, presentations for outreach, broadening distribution of PSA's which are bi-lingual, outreach to senior citizens and nursing homes, outreach by SILC to the Veteran's Commission and issue invitations to attend SILC meetings, invitations to attend SILC meetings to State agencies for senior citizens. Through the 501c3, the SILC provides scholarship opportunities to eligible students attending accredited colleges or vocational programs. The SILC sponsors youth to attend the Youth Leadership Forum annually.

*2.1C If the State allows service providers to charge consumers for the cost of services or to consider the ability of individual consumers to pay for the cost of IL services, specify the types of IL services for which costs may be charged and for which a financial need test may be applied, and describe how the State will ensure that:*

- *Any consideration of financial need is applied uniformly so that all individuals who are eligible for IL services are treated equally; and*
- *Written policies and consumer documentation required by 34 CFR 364.59(d) will be kept by the service provider.*

*Indicate N/A if not applicable.*

N/A

## 2.2 Arrangements for State-Provided Services – 34 CFR 364.43(d) and (e)

*2.2A If the DSU will provide any of the IL services identified in section 2.1A through grants or contractual arrangements with third parties, describe such arrangements.*

MVR administers Part B and State funding, listed in the resource page of this document as grants for the general operation of twenty-two CILs. In order to be eligible for a CIL grant, the organization must be consumer-controlled, community-based, cross-disability, nonresidential nonprofit program that is designed and operated within a local community by individuals with disabilities and provide an array of independent living services.

MVR will review each application for information that shows (1) evidence of demonstrated success in satisfying, or a clearly defined plan to satisfy, the standards in Section 725(b) of the Act and the state standards listed in RSMO 178.654 and (2) convincing evidence of demonstrated success in satisfying, or a clearly defined plan to satisfy, the assurances in Section 725(c) of the Act.

RSB's IL funds are used to directly provide independent living services to individuals who are blind and visually-impaired through RSB staff. RSB does not provide any IL services through grants or contractual arrangements.

*2.2B If the State contracts with or awards a grant to a center for the general operation of the center, describe how the State will ensure that the determination of an individual's eligibility for services from that center shall be delegated to the center.*

Through the grant award the state delegates to the CIL the determination of eligibility for services and the development of an IL plan for individuals who receive the services. MVR conducts monitoring activities to ensure this is being done.

## ***Section 3: Design for the Statewide Network of Centers***

### 3.1 Existing Network – 34 CFR 364.25

*Provide an overview of the existing network of centers, including non-Part C-funded centers that comply with the standards and assurances in section 725 (b) and (c) of the Act, and the geographic areas and populations currently served by the centers.*

The State of Missouri currently has a network of twenty-two freestanding CILs – each having



their own Board of Directors. The CILs have catchment areas, which cover all counties of the state.

Centers that comprise the Missouri statewide network include:

<b>CILS</b>	<b>Geographical Areas Served</b>	<b>Populations Served in Geographical Areas</b>	<b>SPIL Signatory</b>
ACCESS II Independent Living @	Caldwell, Carroll, Daviess, Grundy, Harrison, Mercer, Livingston, Ray Counties	All counties are rural.	X
Bootheel Area Independent Living Services @	Dunklin, New Madrid, Pemiscot, Stoddard Counties	All counties are rural.  Populations in each county served: African American, Caucasian, American Indian, Asian	
Disabled Citizen Alliance for Independence ^	Iron, Crawford, Dent, Reynolds, Washington	All counties are rural.	X
Delta Center for Independent Living @	Lincoln, Warren, St. Charles Counties	All counties have rural and urban populations.  Populations served: Hispanics, American Indians, Developmentally Disabled	X
Disability Resource Association @	Jefferson County	Jefferson County is rural and urban.  Populations served: Caucasian, African American, Hispanic, Pacific Islanders, Asian	X
Heartland Independent Living Center @	Franklin, Gasconade, Maries Counties	All counties are rural.  Populations served: Caucasian, African American, American Indian, Asian, Hispanic	X

Independent Living Center of Southeast Missouri @	Butler, Carter, Ripley, Wayne Counties	All counties are rural.  Populations served: American Indian/Alaska Native, Asian, African American, Hispanic/Latino, Caucasian	X
Independent Living Resource Center @	Cole, Camden, Miller, Moniteau, Morgan, Osage Counties	All counties are rural.  Populations served: American Indian or Alaska Native, Asian, African-American, Hispanic, Caucasian, Multi-racial	X
Living Independently For Everyone @	Madison, St. Genevieve, St. Francois Counties	All counties are rural.  Populations served: Caucasian, Hispanic, African American	X
Midland Empire Resources for Independent Living #	Andrew, Atchison, Buchanan, Clinton, DeKalb, Gentry, Holt, Nodaway, Worth Counties	All counties are rural.  Populations served: Caucasian, American Indian, Asian, African American, Hispanic	X
North East Independent Living Services @	Marion, Pike, Clark, Ralls, Monroe, Lewis Counties	All counties are rural.  Populations served: Caucasian, Hispanic	X
Ozark Independent Living @	Douglas, Howell, Oregon, Ozark, Shannon, Wright, Texas Counties	All counties are rural.  Populations served: Caucasian, Hispanic, Russian	X
On My Own, Inc. @	Bates, Cedar, Hickory, St. Clair, Vernon Counties	All counties are rural. All counties serve Caucasian.	X
Paraquad ^	St. Louis City, St. Louis County	All areas are urban.	

Rural Advocates for Independent Living #	Adair, Chariton, Knox, Linn, Macon, Putnam, Schuyler, Scotland, Shelby, Sullivan Counties	All counties are rural.  Populations served: African-American, Native Hawaiian/Asian, Hispanic/Latino, Eastern European, Caucasian	X
SEMO Alliance for Disability Independence #	Bollinger, Cape Girardeau, Mississippi, Perry, Scott Counties	All counties are rural.  Populations served: Caucasian, African American, American Indian/Hispanics	X
Southwest Center for Independent Living #	Greene, Christian, Dallas, Lawrence, Polk, Stone, Taney, Webster Counties	All counties are rural. Greene is also urban.  Populations served: Hispanic, African American, Caucasian	X
Services for Independent Living ^	Audrain, Boone, Callaway, Cooper, Howard, Montgomery, Randolph	All counties are rural. Boone is also urban.	X
Tri-County Center for Independent Living @	Phelps, Pulaski, Laclede Counties	All counties are rural.  Populations served: Asian, African American, Caucasian	X
The Independent Living Center #	Jasper, Newton, McDonald, Barry, Barton, Dade Counties	All counties are rural.  Populations served: Hmong (Vietnamese decent), Hispanic, African American, Native American, Caucasian	
The Whole Person ^	Cass, Clay, Jackson, Platte	All counties are rural. Jackson county is also urban.	X
West-Central Independent Living Services @	Benton, Henry, Johnson, Lafayette, Pettis, Saline Counties	All counties are rural.  Populations served: Hispanic, African American, Caucasian, Ukrainian	X

@ State funding only. # Combination of State and Federal Part B funding. ^ Combination of State and Federal Part C funding.

### 3.2 Expansion of Network – 34 CFR 364.25

*Describe the design for the further expansion of the network, including identification of the unserved and underserved areas in the State and the order of priority for serving these areas as additional funding becomes available (beyond the required cost-of-living increase).*

With twenty-two CILs in the state, four of which are Part C CILs, all counties are served by a CIL. Missouri has no un-served areas. The DSE, CILs and SILC prioritized the underserved areas in Missouri as listed below. The minimum annual funding level for establishing a new center in an area not currently served by an existing Part C center would be \$570,000. This amount would be used for salaries and overhead in providing services in the underserved area. Should additional Part C funding become available (beyond the required cost-of-living increase) but less than \$570,000 it would be distributed to the current Part C CILs in MO proportional to the regular Part C award amounts from ACL. If \$570,000 or more becomes available it would be applied to the areas in the order listed to address underserved populations:

Priority 1: Catchment area: Greene, Christian, Dallas, Lawrence, Polk, Stone, Taney, Webster Counties

Priority 2: Catchment area: Bollinger, Cape Girardeau, Mississippi, Perry, Scott Counties

Priority 3: Catchment area: Adair, Chariton, Knox, Linn, Macon, Putnam, Schuyler, Scotland, Shelby, Sullivan Counties

Priority 4: Catchment area: Andrew, Atchison, Buchanan, Clinton, DeKalb, Gentry, Holt, Nodaway, Worth Counties

Priority 5: Catchment area: Jasper, Newton, McDonald, Barry, Barton, Dade Counties

If a Part C CIL relinquished its award or closed for some reason, the SILC would contact ACL and request that a competition be conducted for the closed CIL in the same service area.

### 3.3 Section 723 States Only – 34 CFR 364.39

*3.3A If the State follows an order of priorities for allocating funds among centers within a State that is different from what is outlined in 34 CFR 366.22, describe the alternate order of priority that the DSU director and the SILC chair have agreed upon. Indicate N/A if not applicable.*

N/A

*3.3B Describe how the State policies, practices and procedures governing the awarding of grants to centers and the oversight of these centers are consistent with 34 CFR 366.37 and 366.38.*

N/A

### **Section 4: Designated State Unit (DSU)**

*4.1 Administrative Support Services – 34 CFR 364.4; 34 CFR 364.22(b)*

*4.1A Describe the administrative support services to be provided by the DSU for the SILS (Part B) program and, if the State is a Section 723 State, for the CIL (Part C) program.*

*– Refer to the SPIL Instructions for additional information about administrative support services.*

MVR provides technical assistance to CILs as needed and performs monitoring of CILs through onsite visits and quarterly reports to determine if additional assistance may be needed.

*4.1B Describe other DSU arrangements for the administration of the IL program, if any.*

N/A

***Section 5: Statewide Independent Living Council (SILC)***

*5.1 Resource plan – 34 CFR 364.21(i)*

*5.1A Describe the resource plan prepared by the SILC in conjunction with the DSU for the provision of resources, including staff and personnel, made available under parts B and C of chapter 1 of title VII, section 101(a)(18) of the Act, and from other public and private sources that may be necessary to carry out the functions of the SILC identified in section 705(c). The description must address the three years of this SPIL.*

*– Refer to the SPIL Instructions for more information about completing this section.*

In conjunction with the DSEs, the SILC will prepare a Resource Plan (SILC Budget) for the provision of resources, cash or in-kind, including staff and personnel, rent, supplies, telephone expenses, travel, and other expenses (e.g., child care, personal assistance services, and compensation to a member of the SILC, if the member is not employed or must forfeit wages from other employment, for each day the member is engaged in performing SILC duties) that will be necessary to carry out the functions of the SILC during the term of the SPIL.

The SILC will be responsible for the proper expenditure of funds and the use of resources it receives under the SILC Budget.

No conditions or requirements are included in the SILC Budget that will compromise the independence of the SILC.

While assisting the SILC in carrying out its duties under the SPIL, staff and other personnel assigned to the SILC under the SILC Budget will not be assigned duties by the DSE or other agency or office of the State that would create a conflict of interest.

*5.1B Describe how the following SILC resource plan requirements will be addressed:*

*– The SILC's responsibility for the proper expenditure of funds and use of resources that it*

*receives under the resource plan, consistent with the Education Department General Administrative Regulations (EDGAT) OMB A-122 Circular, and Enclosure 7, regarding the use of Federal funds for meetings and conferences.*

An annual budget is created by the SILC Budget Committee and approved by the Council. This budget is reviewed quarterly.

- Non-inclusion of conditions or requirements in the SILC resource plan that may compromise the independence of the SILC.*
- Reliance, to the maximum extent possible, on the use of resources in existence during the period of implementation of the State plan.*
- On January 24, 2019 the MOSILC Executive Committee adopted Fiscal Policies and Procedures on the behalf of the Council to be presented to the Governing Council during the February 2019 Full Council Quarterly Meeting.*

The SILC utilizes VR I &E and IL Part B funds for the resource plan.

#### 5.2 Establishment and Placement – 34 CFR 364.21(a)

*Describe how the establishment and placement of the SILC ensures its independence with respect to the DSU and all other State agencies.*

- Refer to the SPIL Instructions for more information about completing this section.*

The SILC is not established as an entity within any State agency, including the DSE, and is independent of the DSE and all other State agencies. Following is a brief description of the legal status and placement of the SILC:

The Missouri SILC is an independent not for profit 501(c)3 organization and is not affiliated with any other state agency or organization.

#### 5.3 Appointment and Composition – 34 CFR 364.21(b) – (f)

*Describe the process used by the State to appoint members to the SILC who meet the composition requirements in section 705(b).*

- Refer to the SPIL Instructions for more information about completing this section.*

Appointments to the SILC are processed by the Governor's Office Boards and Commissions section. An application process is available on the Governor's Office website. All appointments are made by the Governor which assures composition and qualification. The SILC is currently in compliance with the requirements outlined in 34 CFR 364.21 (b)(d)(f).

SILC officers are elected yearly by the Council Members.

#### 5.4 Staffing – 34 CFR 364.21(j)

*Describe how the following SILC staffing requirements will be met:*

- SILC supervision and evaluation, consistent with State law, of its staff and other personnel as may be necessary to carry out its functions.*
- Non-assignment of duties to SILC staff and other personnel made available by the DSE, or any other State agency or office that would create a conflict of interest while assisting the SILC in carrying out its duties.*

A need was identified for employing staff for the SILC who will be responsible for working closely with the SILC to plan, monitor, and evaluate the SPIL. A goal and objectives were developed to move forward to meet this need. The SILC Executive Committee will create any necessary policy and procedures.

In November 2017 the Missouri Statewide Independent Living Council, Inc. entered in to contract hiring Adonis T. Brown; an entrepreneur and Disability Rights Activist, and sole-proprietor of EnVisioned Empowerment; as its Executive Director.

The MOSILC Executive Director's duties and responsibilities include (but are not limited to):

- Provide training, technical assistance and consultation to MOSILC members related to development, submission and monitoring of the State Plan for Independent Living (SPIL). This may include research and data gathering, arranging presentations on relevant topics, arranging or providing training on the role of the MOSILC and Independent Living philosophy, communicating timelines and processes to ensure the adequacy of State Plan for Independent Living (SPIL) monitoring activities, and other activities requested by the Chair on behalf of the MOSILC.
- Coordinate with Governor's Office, Missouri General Assembly, state agency councils, state agencies, private organizations and other entities to exchange information and to conduct activities related to the SPIL. This may include serving on councils or boards, making presentations to groups, representing the MOSILC at public events, providing information to policy makers, including the state legislature, and governor's office, etc.
- Assure that all MOSILC meetings and public forums comply with the Missouri Sunshine Law, are held in accessible locations, and reasonable accommodations are available to people with disabilities including materials in alternative formats and alternative modes of communication.
- Prepare and submit in collaboration with the Council and other partners the State Plan for Independent Living and submit federal, state, and other reports as required by the Administration for Community Living (ACL), the governor's office, and any other funding sources or compliance bodies.

- Ensure that the MOSILC membership is represented by all required agencies and organizations. Conduct member recruitment activities in collaboration with the Council to ensure diverse membership related to characteristics such as diversity of people with disabilities, geographic location, ethnic diversity, and members from diverse cultures.
- Manage day-to-day operation of MOSILC including the management of any contracts; arrangement of travel Council members in compliance with travel regulations; management of MOSILC's operational budget.
- The MOSILC Executive Director reports/is supervised by the Executive Committee and Council.

### ***Section 6: Service Provider Requirements***

*Describe how the following service provider requirements will be met:*

#### ***6.1 Staffing – 34 CFR 364.23; 34 CFR 364.24; 34 CFR 364.31***

- *Inclusion of personnel who are specialists in the development and provision of IL services and in the development and support of centers.*
- *Availability, to the maximum extent feasible, of personnel able to communicate (1) with individuals with significant disabilities who rely on alternative modes of communication, such as manual communication, nonverbal communication devices, Braille, or audio tapes and (2) in the native languages of individuals with significant disabilities whose English proficiency is limited and who apply for or receive IL services under title VII of the Act.*
- *Establishment and maintenance of a program of staff development for all classes of positions involved in providing IL services and, where appropriate, in administering the CIL program, improving the skills of staff directly responsible for the provision of IL services, including knowledge of and practice in the IL philosophy.*
- *Affirmative action to employ and advance in employment qualified individuals with significant disabilities on the same terms and conditions required with respect to the employment of individuals with disabilities under section 503 of the Act.*

As required and reported by grant contract, quarterly reports, annual onsite audit, and/or the 704 Report, a majority of CIL staff at each center have a disability. Many are trained in how to use various communication devices or techniques and have additional resources available upon request to work with individuals with a significant disability. These resources include nonverbal communication devices, interpreter services, hearing and limited English proficiency, visual devices, etc.

CILs have specific requirements and provide ongoing training to their case management staff directly working with consumers. This training starts with the IL philosophy to assure quality service. They also provide ongoing training development programs for all their staff.

CILs have and demonstrate usage of an affirmative action policy with respect to their employment and advancement of individuals with disabilities under section 503 of the Act.



## 6.2 Fiscal Control and Fund Accounting – 34 CFR 364.34

- *Adoption of those fiscal control and fund accounting procedures as may be necessary to ensure the proper disbursement of and accounting for funds made available through parts B and C of chapter 1 of title VII of the Act, in addition to complying with applicable EDGAR fiscal and accounting requirements.*

By terms of state grant contract, annual fiscal audit, onsite audit, and quarterly reports, the CILs have adopted fiscal controls, accounting, and EDGAR requirements.

## 6.3 Recordkeeping, Access and Reporting – 34 CFR 364.35; 34 CFR 364.36; 34 CFR 364.37

- *Maintenance of records that fully disclose and document the information listed in 34 CFR 364.35.*
- *Submission of annual performance and financial reports, and any other reports that the Secretary determines to be appropriate*
- *Access to the Commissioner and the Comptroller General, or any of their duly authorized representatives, for the purpose of conducting audits, examinations, and compliance reviews, to the information listed in 34 CFR 364.37.*

Records are maintained at the CIL and are reviewed during the bi-annual monitoring of the CILs by the DSE. Access and reporting are required by the CIL grant agreement with the DSE. The 704 Reports are also used for this requirement.

## 6.4 Eligibility – 34 CFR 364.40; 34 CFR 364.41

- *Eligibility of any individual with a significant disability, as defined in 34 CFR 364.4(b), for IL services under the SILS and CIL programs.*
- *Ability of any individual to seek information about IL services under these programs and to request referral to other services and programs for individuals with significant disabilities.*
- *Determination of an individual's eligibility for IL services under the SILS and CIL programs in a manner that meets the requirements of 34 CFR 364.51.*
- *Application of eligibility requirements without regard to age, color, creed, gender, national origin, race, religion, or type of significant disability of the individual applying for IL services.*
- *Non-exclusion from receiving IL services of any individual who is present in the State and who is otherwise eligible for IL services, based on the imposition of any State or local residence requirement.*

As required by grant contract, eligibility must be documented in the CSR. Case files are reviewed during bi-annual audits by the DSE. This is also reported in the individual center 704 Reports. IL services are provided without regard to age, color, creed, gender, national origin, race, religion, sexual orientation, or type of disability of the individual and are not excluded based on any residential state requirements.

### 6.5 Independent Living Plans – 34 CFR 364.43(c)

- *Provision of IL services in accordance with an IL plan complying with Sec. 364.52 and mutually agreed upon by the individuals with significant disabilities and the appropriate service provider staff unless the individual signs a waiver stating that an IL plan is unnecessary.*

The CILs and Rehabilitation Services for the Blind provide IL services under Chapter 1 to individuals with significant disabilities in accordance with an Independent Living Plan mutually agreed upon by an appropriate staff member of the service provider and the individual, unless the individual signs a waiver stating that such a plan is unnecessary.

### 6.6 Client Assistance Program (CAP) Information – 34 CFR 364.30

- *Use of accessible formats to notify individuals seeking or receiving IL services under chapter 1 of title VII about the availability of the CAP program, the purposes of the services provided under the CAP, and how to contact the CAP.*

All recipients of financial assistance under Chapter 1 that provide services to individuals with significant disabilities advise those individuals seeking or receiving IL services about the availability of the Client Assistance Program under section 112 of the Act, the purposes of the services provided under such program, and information on the means of seeking assistance under such program. This information is available from the provider in alternative format upon request of the individual.

### 6.7 Protection, Use and Release of Personal Information – 34 CFR 364.56(a)

- *Adoption and implementation of policies and procedures meeting the requirements of 34 CFR 364.56(a), to safeguard the confidentiality of all personal information, including photographs and lists of names.*

All providers have policies and procedures related to protection, use, and release of personal information. All policy and procedures are reviewed during onsite and bi-annual monitoring by the DSE.

## **Section 7: Evaluation**

*Describe the method that will be used to periodically evaluate the effectiveness of the plan in meeting the objectives established in Section 1. The description must include the State's evaluation of satisfaction by individuals with significant disabilities who have participated in the program. 34 CFR 364.38*

On an annual basis, the CILs report on SPIL goal progress through a reporting document submitted to the SILC. The SILC shares this information with the DSE. SPIL Compliance Committee meetings are held quarterly to discuss progress and reporting. Results will be reported to the DSE by the SILC and CILs on an annual basis through the 704 Report.

The SILC developed an annual outcomes survey tool. Using Survey Monkey, the CILs contact a sample of consumers by phone to ask questions about the services received and their satisfaction with those services. This report is posted on the SILC website, is shared with the DSE and is utilized by CILs in educating partners and legislators on the value of the independent living program in Missouri.

***Section 8: State-Imposed Requirements***

*Identify any State-imposed requirements contained in the provisions of this SPIL. Indicate N/A if not applicable. 34 CFR 364.20(h)*

N/A